



# Trunch Parish Council

*Clerk: Jane Wisson Chairman: Brian Boughton*

## **MINUTES OF THE MEETING OF TRUNCH PARISH COUNCIL HELD ON WEDNESDAY 1<sup>st</sup> DECEMBER 2021 VIA ZOOM AT 7.30 PM**

Decisions will be ratified at a Meeting on TBA

Present: -

Cllr. B Boughton, Cllr. R. Nevill, Cllr. C. Owers, Cllr. P Taylor, Cllr. N Hurst, Cllr. A. Bowker & Cllr. S Wild.

Jane Wisson – Clerk.

1. **APOLOGIES FOR ABSENCE – Cllr L Eldon, Cllr J Spencer & Cllr E Maxfield**
2. **DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS –** none received
3. **MINUTES OF THE MEETINGS HELD ON 3<sup>rd</sup> November 2021 and MATTERS ARISING**  
All actions included on agenda – actions list to be provided to Councillors.
4. **COUNTY AND DISTRICT COUNCILLORS REPORT**
  - 4.1 County Councillors report – Circulated – no concerns raised
  - 4.2 District Councillors report - nothing from District Councillor
5. **PUBLIC PARTICIPATION** – number of members of the public attended – no questions raised
6. **TO RECEIVE NOMINATIONS AND ELECT A NEW CHAIRMAN –** Cllr P Taylor has been elected as chairman – **Cllr A Bowker proposed Cllr. S Wild Seconded – All Agreed.**  
**We will need to agree who will represent the Parish Council on NALC and the T&CPF.**
7. **FINANCE MATTERS**
  - 7.1 To agree the following cheques for payment –
    - 7.1.1 Village Hall Invoice £42.00
    - 7.1.2 Clerks Salary - TBC
    - 7.1.3 HMRC -TBC **ALL AGREED**
  - 7.2 To agree any late Invoice payment requests – none received
  - 7.3 Monthly figures for October 2021- **these have been agreed**

7.4 Timetable for Budget Setting – Clerk to update – Cllr P Taylor and Cllr A Bowker to attend a budget meeting with the Clerk and Cllr. B Boughton on understanding the budget.

7.5 To consider any other financial matters and agree action – nothing raised.

## **8 POLICE**

8.1 Newsletter – circulated and noted.

8.2 To consider any other police matters and agree action – no matters raised.

## **9 KEY DECISIONS**

9 To agree any key decisions

9.1.1 Tree Planting – On going discussions on the tree planting on the Green and the Playing field – Following on from the parish referendum the Council needs to support the decision in regards to planting trees – investigating the possibility of providing fruit trees for parishioners to plant – Vice Chairman and Clerk to investigate grant opportunities. Clerk to write a letter to all services to understand the issues for the green.

9.1.2 Old Minutes – we have been able to demonstrate that we have endeavoured to rectify this situation and we have the best set of records available all be it with some omissions. **Agreed to remove from Agenda**

## **10. HIGHWAYS**

10.1 North Walsham Drainage – work to be undertaken week commencing 4<sup>th</sup> January 2022.

10.2 Wrights Loke –**agreed to remove from Agenda**

10.3 SAM2 Speed Activated Monitor – Cllr B Boughton to continue to co—ordinate the SAM 2 activity – **this is to be removed from Agenda and added as required.**

10.4 To receive any other Highways matters and agree action – meeting to be held with Swafeld Parish Council about 20mph zone and the SAM 2 sign – Cllr. B Boughton and Clerk to attend. Discussion about how clustering can assist in these matters and that this had been a discussion at the recent Town and Parish Forum Meeting (TCPFM). **Clerk and Vice Chairman to feedback at next Parish Meeting.**

## **11 PLAYING FIELD**

11.1 Public Space Protection Order– report had been provided to the Corporate Leadership Team at NNDC and we are awaiting the result – **Clerk to chase.**

11.2 Registering of Title – Ongoing investigation – Vice Chairman to obtain information from Cllr. J Spencer and a further quotation to be arranged by Clerk from the solicitors to see how we can pursue this in a different manner. **Clerk to arrange**

11.3 Inspection of trees – work to commence in January - **Clerk to remove from Agenda**

11.4 Mole on the playing field – Moles had caused an issue with the grass cutting for the final cut. Schedule of works have been sent to a contractor based nearby with Cllr. N Hurst asking for a copy for another contractor – **Clerk now awaiting quotations.**

11.5 To receive other playing field matters and agree actions – concerns raised about the posts at the car park – **Cllr B Boughton and Cllr N Hurst to meet to inspect the situation and arrange remedial action.**

Entrances are muddy again will rep– **Cllr N Hurst to look at current matting to see if this can be used to try and rectify the situation and ort back to clerk.**

## **12 PLANNING**

12.1 To receive update on Planning Applications and agree actions – **Cllr P Taylor to take on collating the information for planning applications and supplying this to the Clerk.**

12.2 Local Plan Phase 2 – consultation opens in January and we have 6 weeks in which to respond.

12.3 Neighbourhood Plan – Cllr B Boughton and Clerk advised that it would be sensible to start preparing for the Neighbourhood plan – this was raised at the recent TCPCF meeting.

12.4 To receive any other Planning matters and agree actions – nothing raised.

## **13 FOOTPATHS**

13.1 Verge Cutting costs – schedules had been sent and we are awaiting a response.

13.2 To receive footpath matters and agree action

13.2.1 Changes for Footpath FP11/12 to reclaim ancient rights and changing it back to a byway – Clerk to write to clarify description of footpath and request an understanding of why we need to make the change – **Clerk to write a letter**

13.2.2 Footpath between Southrepps and Trunch – **Clerk to contact the Parish Clerk to discuss**

## **14 TASK AND FINISH GROUP**

14.1 Allotments – Various allotments now available – request will be added to the Chairman's Mardle report

## **15 PARISH MATTERS**

15.1 No cold Calling Zone – sufficient numbers have been reached for the village scheme to go ahead – packs will sent out to villages. **Cllr B Boughton thanked for all his hard work on this**

15.2 CPR/defibrillator sessions – session is happening on the 9<sup>th</sup> December – 17 attendees notated.

15.3 Grass Cutting Contract – **to be removed as discussed elsewhere**

15.4 Parish Council Website – Clerk is aiming to get the new website up and running by the end of December.

15.5 Installation of Fullers Lane Sign – Installation to happen early December.

15.6 Village Pump – Cllr N Hurst and a parishioner to work on this in January.

15.7 Community Plaque – Village Hall committee agreed to the sign being erected at the village hall – site of plaque needs to be determined – **Cllr P Taylor to meet with Cllr R Neville to discuss a location.**

15.8 Elections – **Remove from Agenda**

15.9 Affordable Homes – Vice Chairman sent information around on affordable home panel – ongoing attendance will be vital.

15.10 Other Parish Matters

15.10.1 Queens Jubilee – working with TVS and Church to do a village wide event in June 2022 – following on from the success of Picnic in the Park – more volunteers will be needed to ensure its viability.

15.10.2 The Crown – an interim manager will be in place whilst ongoing recruitment drive undertaken – at least three interested parties are involved.

15.10.3 Ragwort – Cllr B Boughton to speak to owners of the field to ask for them to take some remedial action – however this is not a reportable issue.

15.10.4 Connection to Hyperfast Broadband – **Cllr R Neville and Cllr A Bowker to meet on Friday 10<sup>th</sup> December to discuss and provide an overview to the next PC meeting.**

## 16 **NORFOLK ALC – WELLBEING INITIATIVE**

16.1 Various papers - circulated for information and noted

## 17 **CORRESPONDENCE**

17.1 Norfolk ALC Bulletin – circulated for information and noted

17.2 Correspondence – circulated for information and noted

Next Meeting: January 5<sup>th</sup> 2022 – Village Hall Ratification on decision January 7<sup>th</sup> 2022 meeting

Chairman signature.....Dated:.....